



FLATHEAD COUNTY, MONTANA

Position Vacancy Announcement

POSITION: WEED/PARKS MAINTENANCE WORKER

DEPARTMENT: PARKS/WEED

If you have any questions about this position vacancy please call: 406-758-5800

NUMBER OF POSITIONS OPEN: 2

☒ FULL TIME ☐ REGULAR
(YEAR ROUND POSITION)

☐ PART TIME ☒ SEASONAL

☐ TEMPORARY

STARTING WAGE: \$20.09 per hour

SALARY AT:

1 Year Step \$20.90 per hour

2 Year Step \$21.73 per hour

3 Year Step \$22.17 per hour

VISIT https://flathead.mt.gov/human_resources/downloads.php FOR BENEFIT INFORMATION.
SEE ATTACHED JOB DESCRIPTION.

Additional information:

This posting covers two FT Seasonal positions, one is 3 months long and one is 4 months long.

APPLY FOR THIS POSITION AT FLATHEAD COUNTY'S WEBSITE:
https://flathead.mt.gov/human_resources/apply/

Paper, faxed or email applications will not be accepted.

Flathead County's pre-employment process includes reference checks and criminal history checks. A record of criminal conviction will not necessarily bar you from employment. Depending on the position, the pre-employment process may also include skill testing and drug/alcohol testing.

FLATHEAD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

Flathead County is an equal opportunity employer. Flathead County shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.

This job description is intended to reflect core areas of responsibility and an incumbent employees' knowledge and skill set needed to complete those functions. This document is not intended to catalog each individual duty; employees are routinely called upon to address emerging employer requirements in alignment with individual work units and assignments of jobs. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer change.

Job Title:	Weed/Parks Maintenance Worker	Job Code:	05130
Department:	Weed, Parks & Recreation	Pay Grade:	Std 23
Reports to:	WPR Assistant Director	FLSA Status:	<input checked="" type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt

Department Overview: The Flathead County Weed Control District is mandated by State law to implement sound management of noxious weeds. This department is responsible for protecting and preserving the agricultural, recreational, wildlife habitat and natural areas of the County from the degrading impact of exotic and invasive noxious weeds. The Parks and Recreation Department provides services to the community through maintained parks, trails, paths, facilities and recreational programs.

Job Summary: Assists in various phases of the combined Weed, Parks & Recreation department's work load including mowing, noxious weed spraying, grass revegetation, groundskeeping, maintenance, and mechanical duties involving the use of heavy equipment such as backhoes and bulldozers, the use of ATVs, farm-style tractors, field harrows, mowers, dump truck, hydro seeder, man lift truck, County trucks and sprayers. Work is performed with considerable technical independence and involves the ability to read plans, specifications, and diagrams.

Essential Functions (Major Duties or Responsibilities): *These duties are the essential functions and are not all-inclusive of all duties that the incumbent performs.*

- Maintain County parkland including grounds maintenance, landscaping, mowing, park building maintenance, trail maintenance, playground equipment installation and maintenance, picnic area and gazebo maintenance, trail grooming, and all other park amenity maintenance to ensure parks are fully operational and safe for the enjoyment of the general public.
- Drive and operate equipment as required. Safely operate tractor with side mount mower. Operate heavy equipment such as backhoe and bulldozer to clear land, trench and backfill, grade surfaces and load materials; operates county boat to install, replace, and repair buoys and boat docks.
- Operate, clean, and perform routine maintenance on tools and equipment such as riding and push mower, edger, weed eater, pick-up truck, power sweeper, ATV, blower, chain saw, simple tools, and other park, trail, grounds, and natural resource maintenance tools and equipment.
- Assist in operation, maintenance, and repair of irrigation systems.
- Mix and apply chemicals, fertilizers, and other hazardous materials following all safety precautions and according to State and Federal laws and product labels.
- Keep complete, detailed records listing chemical used, proper EPA numbers, common name and site information, as well as weed identification.
- Assist in snow removal operations.

- Remain current with relevant technological advancements as they relate to field of work and with required risk management training.
- Obtain or take steps to obtain a government regulatory weed applicator license and general and restricted use herbicide license during prescribed probationary period; remain current on all necessary licensing credits and requirements.

Non-Essential Functions:

- Perform other duties as assigned by supervisor including but not limited to managing special projects, attending meetings or conferences, providing backup for other staff, participating in training, etc.

Physical Demands and Working Conditions:

- Constant use of hands to handle or feel objects and to operate keyboard.
- Safely handle, blend, and apply chemicals and herbicides according to chemical labels.
- Must lift light to heavy objects, materials and equipment weighing up to 100 pounds.
- Frequently required to sit, talk, drive, and hear.
- Operate gas, electrical, and diesel equipment.
- Work is subject to travel and performing work assignments in outlying or remote areas of the County involving exposure to varying weather conditions of extreme hot and cold temperatures as well as varied and often unstable outdoor terrain in all weather.
- Work with chemicals, power tools, and various equipment that requires the use of protective clothing and equipment (e.g., gloves, dust masks, eye protection, etc.).
- This position requires a valid Montana driver's license and a safe driving record.
- This position is subject to non-DOT drug and alcohol testing as outlined in the Flathead County Personnel Policy and Procedures Manual.

Supervision Exercised: The primary function of this job is not in a supervisory capacity.

Knowledge, Skills, and Abilities:

This job requires a thorough knowledge of: general weeds and their control; sensitive crops in the County; grasses and their growth characteristics; herbicides and their use; knowledge of soils and their characteristics; operation of heavy equipment; safety regulations; mechanical principles; geography and topography within County jurisdiction; ability to read maps and GIS software; proper radio procedures; spill and emergency containment procedures.

This job requires skill in the use of heavy equipment, mechanical equipment, the use of herbicide sprayers, and the use of County vehicles and tow-behind trailers.

This job requires the ability to safely handle chemicals, which includes blending, storing, applying chemicals as well as understanding chemical labels and the operation of chemical tanks, loading systems and loading pad; adhere to safety techniques and procedures at all times; record complete, timely and accurate paperwork; perform basic mechanical repairs; comply with state and federal laws as well as County policies and procedures; deal with the public tactfully and respectfully.

Education and Experience:

This job requires a high school diploma or equivalent and two years of experience in weed, parks and rec maintenance; or any equivalent combination of experience and training which indicates possession of the knowledge, skills, and abilities listed.

Action	Date	Reference
Adopted	6/9/98	Commissioners' Minutes
Revised	9/20/06	Commissioners' Minutes grade change per salary survey recommendation
Revised	5/20/13	Commissioners' Minutes
Revised	7/01/14	HR Salary Recommendation Transmittal Signed 5/28/2014
Revised	07/12/22	Commissioners' Minutes

